



**KURT P. HENKE**  
Fire Chief

**Gay Jones**  
Board President

**Matt Kelly**  
Board Vice President

**Randy Orzalli**  
Board Secretary

**D'Elman Clark**  
Board Member

**Grant B. Goold**  
Board Member

**Gary Monk**  
Board Member

**Jim Newcomer**  
Board Member

**Dave Pierson**  
Board Member

**Jack Scheidegger**  
Board Member

# Sacramento Metropolitan Fire District

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## AGENDA

### BOARD OF DIRECTORS – SPECIAL BOARD WORKSHOP MEETING

***Thursday, May 10, 2012 – 8:00 a.m.***

**Administration Building – Board Chambers  
2101 Hurley Way, Sacramento, CA 95825**

**Workshop Facilitator –  
David Jinkens, M.P.A., C.M.C.**

### CALL TO ORDER

### PLEDGE TO FLAG

### PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION REGARDING ITEMS ON THE AGENDA

### 1. BOARD/MANAGEMENT/LABOR PLANNING SESSION (Outline Attached)

### ADJOURNMENT

Posted on May 4, 2012, by

**Charlotte Tilson, Clerk of the Board**

# **SACRAMENTO METROPOLITAN FIRE DISTRICT BOARD OF DIRECTORS BOARD WORKSHOP OUTLINE**

May 10, 2012  
8:00 a.m.

- 1. Self-Introductions of Persons Attending the Workshop**
- 2. Review of May 21, 2011 Workshop – Review of Board of Directors Mission Statement – Board President Jones**
- 3. Board President /Board Members Introductory Comments**
- 4. What Has the Board and District Accomplished Over the Last Year?- Fire Chief Henke**
- 5. Effective Boards=Effective Districts – David Jinkens**
  - \* Being an effective, informed, and proactive Board is the most important action the District will take.
  - \* Working as a Board of Directors, working with staff, organized labor and the public in a collaborative process.
  - \*Debating Issues, not personalities
  - \*Providing clear direction to District Staff on matters of policy
  - \* Staff needs to keep the Board Informed
  - \*Managing expectations – Making certain things get done without driving personnel over the deep
  - \* Budgeting and Financial Management – Living Within Your Means, Putting District Monies Where Needs and Priorities Exist, Forecasting Revenue Trends, Using Ongoing Revenue for Ongoing Costs

\* Transparency and Trust (Avoiding Conflict of Interest and Keeping interested parties informed)

\* Keeping focused on the most important

\* The Law is what it is. (e.g. Brown Act, Confidentiality of Personnel and Litigation Matters, Protecting District and Employee Rights)

\* Constructive process for evaluating performance of District Fire Chief, District Counsel and Board Clerk - Performance Evaluations as tools for District and Employee Success.

**6. Overview of Existing District Initiatives – Fire Chief and Staff**

- A. Single Role Paramedic Program
- B. Simulator Project
- C. Revamping Fire Prevention
- D. Zinfandel Training Site

**7. Board of Directors Discussion of District Priorities- Facilitated discussion of current initiatives and other possible initiatives and priorities.**

**8. District Priorities for the Year**

**9. Concluding Remarks – Board and Participants**